

**Action tracker - Overview and Scrutiny Committee 2019/20 – Updated 4 December 2019.**

Meeting 2019	Subject and request	Action	Who	When	Completed and Archived
11 July	Item 5 – Five Year Performance Plan report 2018/19	<b>Money Support Team</b> – it was identified that the Council had supported families but little was known about the work done by the team and the services offered. Members asked for more information about this service.	Request to officers	In progress	<p>The Head of Wellbeing and Intervention’s team have put together a summary of what the money support team does, how it came about, and its impact. With Portfolio Holder. Cllr Alex Horwood.</p> <p>Briefing on the work of the Money Support Team offered to O&amp;S Committee Members. This will be part of the People Portfolio Holder presentations on 23 January O&amp;S.</p>
17 Oct	Item 4 – Report from External Auditors on 2018/19 Accounts (ISA 260 Report)	<b>Balances on Trust Funds</b> – the Council acts as a trustee for a number of Trust Funds of specific areas of land and other facilities for use by the public such as Reigate Baths Trust which were earning interest. Members asked for a written answer about the background of each fund to understand any restrictions on how the capital could be used for the benefit of residents.	Request to officers	Completed	Written answer emailed to O&S Members on 28 November 2019.
17 Oct	Item 4 – Report from External Auditors on 2018/19 Accounts (ISA 260 Report)	<b>Pension Fund deficit</b> – what is the basis for the deficit in the 2018/19 Statement of Accounts.	Request to officers	Completed	Written answer emailed to O&S Members on 28 November 2019.

17 Oct	Item 4 – Report from External Auditors on 2018/19 Accounts (ISA 260 Report)	<b>Gains and Losses</b> – Members asked for more information on the expected credit loss provision in loans to trading companies (Gains and losses recognised in the Income and Expenditure Account and Movement in Reserves Statement of 2018/19) and on the group accounts for Pathway for Care Ltd. A written response would be provided.	Request to officers	Completed	Written answer emailed to O&S Members on 28 November 2019.
17 Oct	Item 5 – Half Yearly Treasury Management Report for 2019/20	<b>Short Term Borrowing</b> – there was a short-term borrowing requirement of £12m at the end of the financial year. This was in line with the treasury management strategy and was fully repaid in early 2019/20. Members asked for a written answer on the interest rate that was paid on the loan.	Request to officers	In progress	Written answer emailed to O&S Members on 28 November 2019.
17 Oct	Item 5 – Half Yearly Treasury Management Report for 2019/20	<b>Capital Expenditure and Financing</b> (Table 1 in the report) – Members asked for follow-up information about the £1.704m actual spend on capital expenditure.	Request to officers	In progress	Written answer emailed to O&S Members on 28 November 2019.
17 Oct	Item 6 – Portfolio Holder Briefing – Organisation Portfolios	<b>Procurement</b> – Members requested sight of the review report of the procurement and contract management processes and its recommendations when completed.	Request to officers	In progress	The review has been carried out and the draft report is underway.
17 Oct	Item 6 – Portfolio Holder Briefing – Organisation Portfolios	<b>Apprenticeships</b> – Members asked for a breakdown on the Council’s apprenticeship programme: number and type of apprenticeships at each training level and role, and how much it spent on the apprenticeship levy.	Request to officers	Completed	Factsheet setting out detailed information requested, emailed to Committee Members on 29 October 2019.

17 Oct	Item 9 – Future Work Programme – October 2019	<b>Projects Reporting</b> - Members requested further detailed project and programme information to understand the current performance of the major development projects: Marketfield Way, Cromwell Road, Lee Street and Pitwood Park. This followed a written response emailed to Committee Members on 15 October 2019.	Request to officers	In progress	Following this request, it was agreed that a set of monthly theme dashboards that are shared with Portfolio Holders are made available to all Members via eMembers from January 2020.